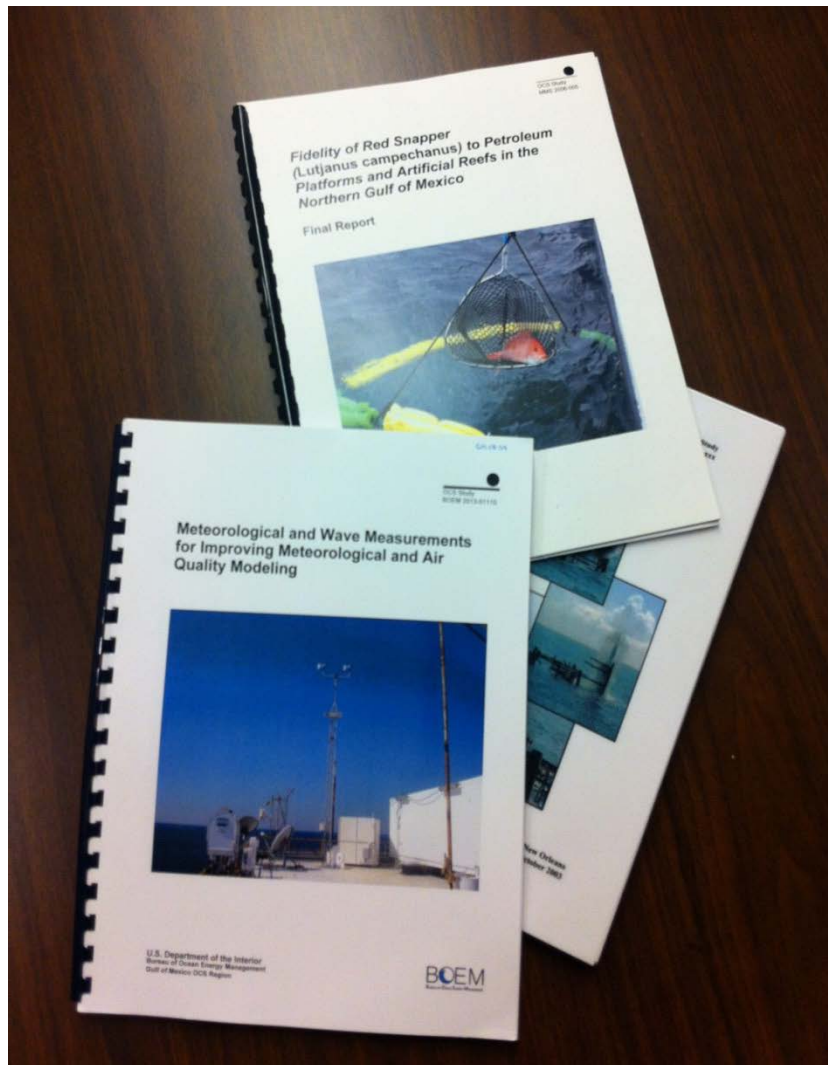


Bureau of Ocean Energy Management Environmental Studies Program Report Specifications



US Department of the Interior
Bureau of Ocean Energy Management
Headquarters

Bureau of Ocean Energy Management Environmental Studies Program Report Specifications

Authors

Environmental Studies Program Office

Prepared under BOEM Award
In-House Document
by
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US Department of the Interior
Bureau of Ocean Energy Management
Headquarters
October 1, 2013



Bureau of Ocean Energy Management – Environmental Studies Program – Report Specifications

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Abbreviations and Acronyms

| | |
|-------|--|
| BOEM | Bureau of Ocean Energy Management |
| COR | Contracting Officer’s Representative |
| CSE | Council of Science Editors |
| DOI | US Department of the Interior |
| ESP | Environmental Studies Program |
| ESPIS | Environmental Studies Program Information System |
| OCS | Outer Continental Shelf |
| ppi | pixels per inch |
| PO | Project Officer |

1. Introduction

The Bureau of Ocean Energy (BOEM) Environmental Studies Program (ESP) Report Specifications serves as a model for environmental studies reports. It also serves as a set of instructions for authors, vendors, contracting officer's representatives (CORs), project officers (POs), and editors. The term "vendors" encompasses all entities preparing reports for the ESP through a contract, inter/intra agency agreement or cooperative agreement.

These specifications apply to all reports prepared for the BOEM's ESP, regardless of vendor type (i.e., private sector entities and academic or public government institutions through contracts or cooperative agreements, and Federal partners through inter/intra agency agreements). The elements presented in this document serve as visual examples of how these specifications should be applied to ESP reports. Reports prepared for the ESP must be professional in appearance, reviewed for technical accuracy and edited for clear language and compliance with these specifications.

These specifications may be updated at any time. The specifications in place at the time when the deliverable is being prepared are in effect, not those at the time of the award. Updates to these specifications are expected to be infrequent and are most likely to consist of changes to BOEM-specific language (e.g., on covers and disclaimer page) rather than preparation instructions.

2. Basic Instructions

2.1 Requirements

Vendors shall follow *Scientific Style and Format: The CSE Manual for Authors, Editors, and Publishers*, Seventh Edition (CSE), available from the Council of Science Editors (Council of Science Editors 2006). Part 4 of the CSE, Technical Elements of Publications, is of particular pertinence for ESP study reports, which BOEM considers to be technical reports or monographs. BOEM's required variations from the CSE are described in a table at the end of these specifications. The table includes CSE sections that are relevant to BOEM variations and the relevant CSE section is provided in the narrative as well. The contents are arranged alphabetically to aid searching.

2.2 Early Draft Section

In awards where it is a required deliverable, submit an outline and a draft section of the final report early in the writing phase. The COR or PO will use this draft section to evaluate the organization and flow of the document, level of detail, and voice of the language in general terms. This deliverable will also be used to identify and adjust any formatting issues before the full document is created. BOEM recommends that you include a representative figure and table in the draft section to confirm formatting, even if the examples will not be included in final version of the report. It is at this stage that the appropriate version of the required software will be confirmed by the COR (See Software in Section 3.15). BOEM currently uses Microsoft® Office 2010.

3. Preferences and Variations

Although the majority of the report specifications are listed in CSE, this section highlights the few areas where CSE is non-specific, where BOEM has specific preferences, or where the information in CSE is not easily located. Each sub-section lists the CSE section(s) (if any) relevant to that topic.

3.1 Abbreviations, Acronyms, and Symbols

CSE Sections 11.0 and 28.4.2.11

An acronym is not needed in a report unless the phrase it represents appears more than three times in the document. Otherwise, spell the phrase out each time. (The acronyms in this document are an exception for illustrative purposes only.)

Spell out the words in the acronym on first use in the text. Abbreviations in common use do not need to be spelled out in the text or included in the list of abbreviations.

If the document includes five or more abbreviations, acronyms, and/or symbols include an alphabetical list of them, in left-aligned columns (a table is recommended), in the front matter of the report. This list is placed after the lists of figures, tables, etc., if present, or after the Contents, if there no other lists.

3.2 Acknowledgements and Disclaimer Page

CSE Section 28.4.2.11

The disclaimer page includes statements of disclaimer and report availability, and a citation for the report. This page follows the title page, precedes the Contents and has no page number displayed on it. Acknowledgements are optional and may be included here. An example of the disclaimer page is in Appendix 1 of this document.

3.2.1 Disclaimer Statement

A disclaimer page is required in reports produced by non-BOEM authors or organizations. Disclaimer language is included in both the draft and final reports. The vendor will include one of the following statements based on the type of award.

- a. In publications generated from studies conducted through Contracts fill in the contract number and insert the following:
Study concept, oversight, and funding were provided by the US Department of the Interior, Bureau of Ocean Energy Management, Environmental Studies Program, Washington, DC, under Contract Number _____. This report has been technically reviewed by BOEM and it has been approved for publication. The views and conclusions contained in this document are those of the authors and should not be interpreted as representing the opinions or policies of the US Government, nor does mention of trade names or commercial products constitute endorsement or recommendation for use.

- b. In publications generated from studies conducted through Inter/Intra-Agency Agreements, fill in the agreement number, Agency, select “Inter” for agreements with Agencies outside of the US Department of the Interior (DOI) or “Intra” for Agencies within DOI, and insert the following:
This study was funded, in part, by the US Department of the Interior, Bureau of Ocean Energy Management, Environmental Studies Program, Washington, DC, through Inter-Agency Agreement Number _____ with the _____. This report has been technically reviewed by BOEM and it has been approved for publication. The views and conclusions contained in this document are those of the authors and should not be interpreted as representing the opinions or policies of the US Government, nor does mention of trade names or commercial products constitute endorsement or recommendation for use.

- c. In publications generated from studies conducted through Cooperative Agreements, fill in the agreement number and insert the following:
 Study collaboration and funding were provided by the US Department of the Interior, Bureau of Ocean Energy Management, Environmental Studies Program, Washington, DC, under Agreement Number _____. This report has been technically reviewed by BOEM and it has been approved for publication. The views and conclusions contained in this document are those of the authors and should not be interpreted as representing the opinions or policies of the US Government, nor does mention of trade names or commercial products constitute endorsement or recommendation for use.

3.2.2 Report Availability

Include a statement describing how to obtain a copy of the report. Fill in the report number provided to you by the COR (see Section 3.14) and include this statement regarding report availability in the Environmental Studies Program Information System (ESPIS) (BOEM 2013), where 20xx-xxx is the year of publication and the report number:

To download a PDF file of this Environmental Studies Program report, go to the US Department of the Interior, Bureau of Ocean Energy Management, [Environmental Studies Program Information System](#) website and search on OCS Study BOEM 20xx-xxx.

Other sources for the report or associated information may be listed with their contact information. Examples include Federal Depository, National Technical Information Service, and the BOEM Outer Continental Shelf (OCS) regional office.

Table 1. Potential sources of document availability with addresses or links

| Document Source | Address or Link |
|--|---|
| Environmental Studies Program Information System | http://www.boem.gov/Environmental-Stewardship/Environmental-Studies-Program-Information-System.aspx |
| Federal Depository Libraries | http://catalog.gpo.gov/fdlpdir/FDLPdir.jsp |
| National Technical Information Service | http://www.ntis.gov/products/publications.aspx OR US Department of Commerce National Technical Information Service 5301 Shawnee Road Alexandria, VA 22312 Phone: (703) 605-6040 Fax: (703) 605-6900 Email: bookstore@ntis.gov |
| BOEM Environmental Studies Program Office | US Department of the Interior Bureau of Ocean Energy Management Environmental Studies Program Attn: Chief, Division of Environmental Sciences 381 Elden Street, MS HM 3115 Herndon, VA 20170 |
| BOEM Pacific OCS Regional Office | US Department of the Interior Bureau of Ocean Energy Management Pacific OCS Region 770 Paseo Camarillo Camarillo, CA 93010 |

| Document Source | Address or Link |
|--|--|
| | Phone: (805) 389-7823 |
| BOEM Gulf of Mexico OCS Regional Office | US Department of the Interior Bureau of Ocean Energy Management Gulf of Mexico OCS Region Public Information Office (MS GM 355A) 1201 Elmwood Park Boulevard New Orleans, LA 70123-2394 Phone: (504) 736-2519, 1-800-200-GULF Fax: (504) 736-2620 |
| BOEM Alaska OCS Regional Office | US Department of the Interior Bureau of Ocean Energy Management Alaska OCS Region 3801 Centerpoint Drive, Suite 500 Anchorage, AK 99503-5820 Phone: (907) 334-5200 Fax: (907) 334-5202 |
| BOEM Office of Renewable Energy Programs | US Department of the Interior Bureau of Ocean Energy Management Office of Renewable Energy Programs 381 Elden Street, MS HM-1328 Herndon, VA 20170 |

3.2.3 Citation

Include a suggested citation for the report on the disclaimer page. Use the same format for the citation as used in the References.

3.3 Appendices and Multiple Volumes

CSE Section 28.4.4.2

If the report is very long, it may be prepared in multiple volumes or with appendices. Number multiple volumes and appendices with Roman numerals (i.e., I, II, III). List all volumes and appendices in the Contents. Each volume and appendix has front and back covers; a disclaimer page; a title page; Contents and other front matter lists; and references as described in this document.

3.4 Copyrighted Material

CSE Section 3

Copyrighted material (including photographs and figures) cannot be used unless the use is authorized in writing by the copyright holder. Provide a copy of each authorization to the COR/PO when the draft report is submitted.

3.5 Covers, Front and Back

CSE Section 28.4.1

This document can be used as a guide for generating the front and back covers of ESP reports. For correct alignment, elements in this example are in borderless tables.

3.5.1 Front Cover Requirements

The position and size of the BOEM logo and other elements may not be altered. Using artwork on the front cover is optional. Artwork that exemplifies the research is encouraged. The cover art may fill the available space between the title and the footer of the page.

Do not put logos other than BOEM's on the cover page. Put "Headquarters" or the name of the Region (e.g., "Atlantic OCS Region," "Alaska OCS Region," "Gulf of Mexico OCS Region," "Pacific OCS Region," or "Office of Renewable Energy Programs"), as appropriate, under "Bureau of Ocean Energy Management" in the footer.

3.5.2 Back Cover Requirements

The back cover is as shown in these specifications, with no alterations.

3.6 Endnotes and Footnotes

CSE Section 27.7.2.3

Endnotes may be shown in a smaller font size than the body text, but must be large enough to be easily legible in printed form. Use a consistent style for all endnotes. Put the Endnote section at the end of each volume before the References. Do not use footnotes.

3.7 Fonts Faces and Font Size

CSE Section 28.5.3

Use font faces and sizes that promote easy legibility and that are commonly available in most electronic readers. Apply font selections for various components (such as headings, body text, table or figure text, captions, and footnotes) consistently throughout the document. Vendors are encouraged to use the default styles embedded within the version of Microsoft® Word currently in use by BOEM.

- For text headings and subheadings, use a sans serif font face of size 12, 13, or 14 points.
- For body text, use a serif font face for the report body and captions of size 11 or 12 points.
- For text in tables, figures and captions, use a sans serif font with a minimum size of 10 points.

3.7.1 Fonts for Headings and Subheadings

CSE Section 28.5.3

For text headings and subheadings, use a 12, 13, or 14 point sans serif font and apply heading styles consistently throughout the document.

3.7.2 Fonts for Body Text

CSE Section 28.5.3

For body text, use an 11 or 12 point serif font consistently throughout the document.

3.7.3. Fonts for Tables, Figures, and Captions

CSE Section 28.5.3

For text in tables, figures, and their captions, use a 10 point or larger sans serif font consistently throughout the document. The font may be smaller than used for the body text, but it must be large enough to be easily legible in printed form. Select one style and use it consistently throughout the document

3.8 Headings

CSE Section 28.4.3.4

Vendors are encouraged to use the default sans serif heading styles embedded within the version of Microsoft® Word currently in use by BOEM. Heading styles must be applied consistently throughout the document.

3.9 Hyperlinks

CSE Section 29.3.7.13

Do not put hyperlinks or URLs in the body of the report. Treat Internet-based documents like references (cite them in the text and include them in the References list).

3.10 Margins

Set page margins to be 1.0 inch on all sides. Set body text paragraph justification to left justified, with a ragged right margin. All text, figures, tables, etc. must fit within the page margins.

3.11 Page Size

Use white, standard letter-size pages (8.5 by 11 inches).

3.12 Page Numbering

CSE Section 28.5.1

Put page numbers in the center of the bottom of the page as it is read (i.e., on the short edge for portrait-oriented pages and on the long edge for landscape-oriented pages). Show the page number on every page containing text, tables, and figures beginning with the Contents page. Number the front matter pages consecutively with lowercase Roman numerals (i, ii, iii, etc.). Number the body and back matter pages consecutively with Arabic numerals (1, 2, 3, etc.). Ensure that page numbers in the PDF file (including the page numbers shown in the status bar) match those in the word processing file.

3.13 References

CSE Sections 28.4.4.5; 29.1; 29.2.1.2; and 29.3

In the reference list at the end of the report, include every source that is referenced or quoted in the report, including those cited in figures and tables, unpublished material, and personal communications. Include cited Internet documents in the references. Use an author-date reference system [e.g., (BOEM 2013)] consistently throughout the document and the references list.

3.14 Report Number

At the time that the final report is being drafted, the COR will obtain a BOEM report number and provide it to the vendor. The vendor will place the number on the cover, title, and disclaimer pages of the report.

If a partner agency has its own number for a report, include it below the BOEM report number on the Title Page.

3.15 Software

At the stage when the early draft section is provided (see Section 2.2) or when the vendor begins drafting the report if this deliverable is not required, the COR will confirm the specific word-processing software required for the deliverable. Vendors will submit reports using the word processing software and version currently in use by BOEM. The current software and version is Microsoft® Office 2010. The Microsoft® version of the Final Report must include all components in a single file, with three levels of bookmarks corresponding to the report sections. The Final Report must also be provided in PDF format, with three levels of bookmarks corresponding to the report sections.

3.16 Table of Contents and Other Front Matter Lists

CSE Sections 28.4.2.6 and 28.4.2.8

Include a table of contents (labeled “Contents”). If the document contains tables; figures; more than five acronyms, abbreviations, or symbols; or illustrations, present these in separate lists. These lists follow the Contents and are listed in that table.

In the Contents, include the first three levels of section headings with correct page numbers. Vendors are encouraged to generate these three lists using the automatic features of the version of Microsoft® Word currently in use by BOEM.

3.17 Tables and Figures

CSE Sections 30.1 and 30.2

Tables and figures immediately follow the text that refers to them. If there are many consecutive tables or figures, or if a single table or figure occupies multiple pages (and so disrupts the continuity of the text of the report), these tables or figures may be grouped at the end of the chapter or put in an appendix.

Use a unique table or figure number and a caption for each table or figure. Use the captions to provide a descriptive name and unique number, not to explain the table or figure. Discuss the meaning of the table or figure in the corresponding body text. Captions appear on the same page as the table or figure. Table captions appear above the table; figure captions appear below the figure.

3.17.1 Tables

CSE Section 30.1

Table titles are a single phrase with sentence-style capitalization. References to footnotes in a table title are not permitted. Acronyms are permitted if they were spelled out ahead of the table. Table labels and titles appear above the table and are left-justified and bold.

Tables are placed with the text, immediately following the paragraph where they are first referenced, wherever possible.

Tables may include footnotes at the bottom of the table. Tables must include units where applicable.

3.17.2. Figures

CSE Section 30.2

Figures include graphs, drawings, photos, flowcharts, illustrations, etc. Insert figures into the report immediately following the paragraph where they are first referenced wherever possible. Provide the individual file for each figure to BOEM with the final report. The minimum resolution for graphic files is 300 pixels per inch (ppi). A sample figure (Figure 1) is provided to show the caption and description (if desired) as flush left, with margins centered below the figure.



Figure 1. Katrina iris

A hybrid of bog-tolerant African irises *Dietes vegeta* and *Dietes bicolor*, the Katrina Iris was developed in New Orleans just after Hurricane Katrina; sale proceeds benefit wetland restoration.

3.18 Technical Summary

Requirements for the Technical Summary are found in Appendix 2.

3.19 Text

CSE Section 7

See CSE Section 7 for guidance on prose style and word choice.

Use single line spacing within paragraphs and double line spacing between paragraphs. Set body text paragraph justification to left justified, with a ragged right margin. Indentation of paragraphs is at the discretion of the vendor.

3.20 Title Page

CSE Sections 28.4.2.3 and 28.4.2.11

Page two of these specifications can be used as a guide for generating the title page. For correct alignment, elements in this example are in borderless tables.

Do not change the size of elements or their position relative to one another as shown on page two of these specifications. White space between the “Title”, “Authors” and “Prepared” elements may be adjusted as necessary. The logos of organizations partnering with BOEM through inter/intra agency agreements or cooperative agreements may put their logos on the title page. These logos may be the same size as or smaller than the BOEM logo provided. Put the logo on the right side of the page, adjacent to the partner’s name. Contractors may not put logos on the title page.

Where “Authors” appears on the title page of these specifications put the “Authors” or “Editors” as appropriate. Put the author’s or editor’s name(s) under “Authors” or “Editors” where “Environmental Studies Program Office” appears on page two of these specifications. Put the award number of your contract, inter/intra agency agreement or cooperative agreement on the title page where “In-House Document” appears on page two of these specifications. Put the vendor’s address under “by” on the title page. Multiple vendors may be included, following the prime vendor.

Put “Headquarters” or the name of the Region (e.g., “Atlantic OCS Region,” “Alaska OCS Region,” “Gulf of Mexico OCS Region,” “Pacific OCS Region,” or “Office of Renewable Energy Programs”) under “Bureau of Ocean Energy Management,” as appropriate, at the bottom of the page. This element is aligned one inch from the bottom of the page.

3.21 Units

CSE Section 12.2.1

Use metric units followed by English equivalents in parentheses.

Table 2. Report elements and their relation to CSE

| Required Element | Relevant CSE Section | BOEM Provides Addition to CSE | BOEM Provides Some Exceptions to CSE |
|---|--------------------------------------|-------------------------------|--------------------------------------|
| Abbreviations, Acronyms, and Symbols | 11.0, 28.4.2.11 | X | |
| Acknowledgements and Disclaimer Page | 28.4.2.11 | X | |
| Appendices | 28.4.4.2 | | |
| Copyrighted Material | 3.0 | X | |
| Covers, Front and Back | 28.4.1 | X | X |
| Endnotes and Footnotes | 27.7.2.3 | | X |
| Font Faces and Font Size | 28.5.3 | X | |
| --Headings and subheadings | 28.5.3 | X | |
| --Body text | 28.5.3 | X | |
| --Tables, Figures, and Captions | 28.5.3 | X | |
| Headings | 28.4.3.4 | | |
| Hyperlinks | 29.3.7.13 | X | |
| Margins | | | X |
| Page Size | | | X |
| Page Numbering | 28.5.1 | | X |
| References | 28.4.4.5 29.1 29.2.1.2 29.3 | | |
| Report Number | | X | |
| Software | | X | |
| Table of Contents, and Other Front Matter Lists | 28.4.2.6, 28.4.2.8 | | X |
| Tables and Figures | 30.1 30.2 | | X |
| --Tables | 30.1 | | X |

| Required Element | Relevant CSE Section | BOEM Provides Addition to CSE | BOEM Provides Some Exceptions to CSE |
|-------------------|-----------------------|-------------------------------|--------------------------------------|
| --Figures | 30.2 | X | X |
| Technical Summary | | X | |
| Text | 7 | X | |
| Title Page | 28.4.2.3 28.4.2.11 | | X |
| Units | 12.2.1 | X | |

References

BOEM. *Data and Information Systems*. 2013. <http://www.boem.gov/Environmental-Stewardship/Data-and-Information-Systems.aspx> (accessed August 29, 2013).

Council of Science Editors. *Scientific style and format: the CSE manual for authors, editors, and publishers*. 7th. Reston, VA: The Council, 2006.

Appendix 1. Example Disclaimer Page

This is an example of a disclaimer page used in BOEM reports. White space between elements may be adjusted as necessary.

DISCLAIMER

Study concept, oversight, and funding were provided by the US Department of the Interior, Bureau of Ocean Energy Management, Environmental Studies Program, Washington, DC, under Contract Number M77XX54321. This report has been technically reviewed by BOEM and it has been approved for publication. The views and conclusions contained in this document are those of the authors and should not be interpreted as representing the opinions or policies of the US Government, nor does mention of trade names or commercial products constitute endorsement or recommendation for use.

REPORT AVAILABILITY

To download a PDF file of this Gulf of Mexico OCS Region report, go to the US Department of the Interior, Bureau of Ocean Energy Management, [Environmental Studies Program Information System](#) website and search on OCS Study BOEM 20xx-xxx.

This report can be viewed at select Federal Depository Libraries. It can also be obtained from the National Technical Information Service; the contact information is below.

US Department of Commerce
National Technical Information Service
5301 Shawnee Rd.
Springfield, VA 22312
Phone: (703) 605-6000, 1(800)553-6847
Fax: (703) 605-6900
Website: <http://www.ntis.gov/>

CITATION

Authors here. 20xx. Report title here. US Dept. of the Interior, Bureau of Ocean Energy Management, appropriate BOEM region and city goes here. OCS Study BOEM 20xx-xxx. xxx pp.

Appendix 2. Technical Summary Specifications

1. Purpose

A Technical Summary is required for annual reports of multi-year projects, final reports, and other major deliverable products that result from ESP awards. Refer to your award agreement for the type and timing of Technical Summaries required.

2. Specifications for the Preparation of Technical Summaries

2.1 General Requirements

The following guidelines and specifications should be followed precisely. Any questions regarding the preparation of Technical Summaries should be addressed to the COR. The Technical Summary shall be approximately two (2) single-spaced printed pages in length, using 11-point Times New Roman font. A range of one and one-half (1-1/2) to three (3) single-spaced printed pages will be acceptable. Use white, standard letter-size pages (8.5 by 11 inches). Vendors will submit the Technical Summary using the word processing software and version currently in use by BOEM. The current software and version is Microsoft® Office 2010. (Electronic versions of maps are not required.)

2.2 Required Elements

The Technical Summary shall be prepared using the following elements:

- **ACCESS NUMBER:** (Upper Right, Each Page)
- **STUDY TITLE:**
- **REPORT TITLE:**
- CONTRACT NUMBER(S):
- SPONSORING OCS REGION:
- APPLICABLE PLANNING AREA(S):
- FISCAL YEAR(S) OF PROJECT FUNDING:
- COMPLETION DATE OF REPORT:
- COST(S): (BY FISCAL YEAR); CUMULATIVE PROJECT COST:
- PROJECT MANAGER(S):
- AFFILIATION (OF PROJECT MANAGER):
- ADDRESS:
- PRINCIPAL INVESTIGATOR(S)*:
- KEY WORDS:
- **BACKGROUND:**
- **OBJECTIVES:**
- **DESCRIPTION:**
- **SIGNIFICANT CONCLUSIONS:**
- **STUDY RESULTS:**
- **STUDY PRODUCT(S):**
- Map showing area of study

As shown above, all headings are in upper case letters and eight of the headings are in bold print. In addition, the access number is in bold print.

2.3 Access Number

The access number is placed in the upper right-hand corner of each page of the Technical Summary, including the map. This number is comprised of the BOEM award number. When an award results in several reports that are to be summarized separately, the access number should include a decimal followed by sequential numbers for each Technical Summary. For example, if BOEM award number M13PC00013 resulted in six final products that were summarized separately, the numbering should reflect the natural (Vol. 1, 2, 3) or chronological (Year 1, 2, 3) order of the reports. The access numbers for those six summaries are listed below:

M13PC00013 → M13PC00013.2 → M13PC00013.3 →
M13PC00013.4 → M13PC00013.5 → M13PC00013.6

2.4 Endnote for Principal Investigators Element

An endnote should be placed at the bottom of the last page of text, following conclusion of the “STUDY PRODUCT(S)” element, and should appear on all Technical Summaries for consistency. An asterisk is placed after the “PRINCIPAL INVESTIGATOR(S)” element for reference to the endnote. The endnote is worded as follows:

* P.I.’s affiliation may be different than that listed for Project Manager(s).

2.5 Map

The purpose of the map is to provide the reader with a quick reference of the location of the study. The map shall be on a separate page from the text. Major reference points on land (cities, state boundaries, etc.) and offshore features (canyons, banks, etc.) shall be labeled. Latitude and longitude, bathymetric contours at 200 and 2,000 meters water depth, and map scale shall be provided on each map. An inset map shall be used to show the areas of study in reference to an entire OCS Region. To insure consistency in the appearance of Technical Summaries, appropriate base maps should be requested from the COR. It is recognized that maps may not be appropriate for some Technical Summaries. For example, a Technical Summary prepared for a report based on a laboratory study with generic application of results to all OCS areas would not require a map. The COR for the study determine whether to include of a map as part of the Technical Summary.

2.6 Examples

Refer to recent Technical Summaries in ESPIS on the BOEM website.



The Department of the Interior Mission

As the Nation's principal conservation agency, the Department of the Interior has responsibility for most of our nationally owned public lands and natural resources. This includes fostering sound use of our land and water resources; protecting our fish, wildlife, and biological diversity; preserving the environmental and cultural values of our national parks and historical places; and providing for the enjoyment of life through outdoor recreation. The Department assesses our energy and mineral resources and works to ensure that their development is in the best interests of all our people by encouraging stewardship and citizen participation in their care. The Department also has a major responsibility for American Indian reservation communities and for people who live in island territories under US administration.



The Bureau of Ocean Energy Management

As a bureau of the Department of the Interior, the Bureau of Ocean Energy (BOEM) primary responsibilities are to manage the mineral resources located on the Nation's Outer Continental Shelf (OCS) in an environmentally sound and safe manner.

The BOEM Environmental Studies Program

The mission of the Environmental Studies Program (ESP) is to provide the information needed to predict, assess, and manage impacts from offshore energy and marine mineral exploration, development, and production activities on human, marine, and coastal environments.